

SCC

VISITOR'S GUIDE

The Special Commitment Center

Pierce County, Washington

Henry Richards, PhD, Superintendent

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Contents of this document were accurate at the time of publication. Please contact the SCC Visiting Supervisor if you have any special questions or desire further information about applications or arrangements for a visit.

SCC Policy 220, *Resident Personal Visiting* governs all contents of this document.

WELCOME

Our Mission

The Special Commitment Center (SCC) provides comprehensive, rehabilitative therapy to civilly committed sex offenders in a constitutionally sound environment that protects the safety and welfare of the public, staff and residents.

In addition to those residents who are civilly committed under RCW 71.09, SCC also receives persons who are court-assigned to the custody of the Department of Social and Health Services (DSHS) for commitment evaluations under RCW 71.09.

Visiting overview

We encourage residents to visit family and friends. Maintaining close, healthy, supportive relationships is an important support to progress in the treatment program and can smooth the way when a resident is nearing possible transition into the community following successful treatment.

The SCC is a secure facility. This is a unique evaluation and treatment program for sexually violent predators. We carefully oversee our visiting program to insure your safety and the safety of the citizens of the surrounding community.

Our location

The SCC is operated by the Department of Social & Health Services (DSHS) and is located at the center of McNeil Island.

McNeil Island lies near the town of Steilacoom, about 13 miles southwest of Tacoma, Washington.

Transportation to the island

Visitors are provided free transportation by bus from the Western State Hospital grounds to the Steilacoom dock and by ferry to McNeil Island. Visitors must take the state provided bus to and from Western State Hospital and the dock.

The state-operated ferry is the only regular access to the island. The crossing from Steilacoom to McNeil Island takes about twenty minutes. From the island dock you will be provided transportation to the SCC Facility by an SCC Bus.

For visitors who are mobility challenged because of physical handicap or medical condition, special arrangements must be made. Please see pages 5 & 6 for details.

How to apply to visit

When you contact us, we will send you two Visitor Application forms, along with Personal Visiting policy # 220 and a Visitor Guide. You must complete the visiting applications accurately and entirely, providing all requested information and documents. Once we receive your application, we will respond within 15 to 20 business days.

Visitors must be approved prior to visiting.

- A visitor may only be approved to visit one SCC resident.
- A resident may have up to twenty approved visitors on his or her approved list.
- The Superintendent or designee has final authority over visiting decisions, waivers and exceptions (refer to policy 220, *Personal Visiting, Authority over Visiting*).
- Visitors must have a “clear” report of criminal history.
We conduct visitor background checks through:
 - ✓ The National Crime Information Center (NCIC)
 - ✓ The Washington State Crime Information Center
 - ✓ Other agencies and resources, as appropriate.

If you have a disability, complete the appropriate section. *Be sure to include the required documentation.* Your application must be made early (see details below) and you may be limited to certain visiting days to meet your transportation needs.

If you are applying for a minor (a person under eighteen) to visit at the SCC, you must complete the application and provide an official copy of the birth certificate. If the minor is adopted or you are the child's guardian, you must supply the paperwork required with the application (see instructions on the form).

The SCC Superintendent or designee has the authority to approve or reject a visitor's application.

Special visits are only for exceptional situations (emergencies, out-of-state or country visitors, for example) and only for persons who have applied for and been approved to visit the named resident.

Arranging your visits

When you are notified that your application has been approved, you should contact the resident you are approved to visit and make sure he / she will be available on the day of the visit.

Often residents are away from the SCC on medical and legal appointments. Prior coordination will prevent a wasted trip.

Number of visitors

An individual resident may have no more than four visitors at any single visit.

Not counted in this limit are: Authorized aides who are assisting the visitor and who are not a personal visitor of the resident; children under three carried by a visitor.

Aides and minor children must be pre-approved.

Children and young people who visit

Do you plan to bring a minor to visit an SCC resident?

If you plan to bring a child under the age of 18 on a visit to the Special Commitment Center, you should know that all visits by children are now considered "Special visits."

This change was made in March 2006 to protect children from unwanted attention and offer your family more privacy from other residents.

Visitors with children are now welcome on Wednesdays and Thursdays, by special permission only. You must make arrangements at least 48 hours before you plan to visit. Please call our visiting staff at (253) 588-5281 extension 1863 on weekdays between 8:15am and 3:45pm. Visitors with children may visit on the third Sunday of each month between 9:20 am and 2:05 pm without making special arrangements.

Children who visit the SCC residents must be directly related to the resident; that is, the resident's biological child or legally adopted child, grandchild, brother or sister. If the child was a victim of the resident, we will not allow the visit – no matter what the relationship may be.

The child must be pre-approved for the visit and must be escorted by a parent, adult brother or sister, grandparent or legal guardian.

On the day you visit, you must come to the Western State Hospital bus depot visitor center and check in with the SCC visiting staff between 7:00am and 8:10am to travel on the first boat or you may check in between 8:10am and 9:15am to travel on the second boat.

Wednesday and Thursday visiting is by pre-approval only, there will be no SCC staff at the WSH depot to meet you unless your visit was pre-approved.

If you have a pre-approved visit on a Wednesday or Thursday, you will be told what time to meet staff at the WSH depot at the time you coordinate for pre-approval.

SCC staff will be present at the WSH depot on the third Sunday of the month to meet visitors bringing minors to the once a month Sunday visit set aside for minors. To attend this visit check in with the SCC visiting staff at the depot between 7:00am and 8:10am to travel on the first boat or you may check in between 8:10am and 9:15am to travel on the second boat.

When you arrive at the SCC, you will be provided a visiting room adjacent to the main visiting area.

Children's behavior while visiting and traveling

Minors must be physically accompanied by an approved adult throughout the duration of the visit.

During the visit, you are responsible for your children's behavior on state provided transportation as well as on state owned property.

Children must remain with their parents or guardians at all times, for their own safety and to avoid intruding on the privacy of others. Your visit will be terminated if children with you are not properly supervised.

Why the change in visiting by minors?

We realize the limitations on visits by minors may cause some adjustments for you, and we thank you for your understanding. These changes are intended to support a safe, therapeutic environment for our residents and their visitors.

In order for a minor to become an approved visitor, the minor must be:

1. Approved through a separate application, to include certified copies of:
 - The birth certificate
 - A court order establishing legal adoption or guardianship (if applicable).
2. Approved by the Superintendent or designee.
3. If under age three, listed with the parent or guardian who is an authorized visitor.

Visitors with a mobility challenge

Persons with a mobility handicap or a medical condition creating the need for special transportation because of the need for special accommodations such as special adaptive equipment, an aide, or the use of a wheelchair or crutches, written medical verification of the need must be provided.

The medical verification must define what the need is and whether the need is temporary or permanent.

- If temporary, the verification letter must state the beginning and end dates of the need (*for example*, "Crutches post surgery beginning August 15, 2005, ending September 30, 2005").
- If the need is continuing, the person must reapply every twelve months.

The person providing the verification must be a licensed medical professional who is treating the applicant.

If you require an aide, the aide must also become an approved visitor. If the person is acting only as your personal aide (is not the resident's visitor), your aide will not be counted against the resident's total visitors.

The superintendent must approve requested special adaptive equipment (electrical devices, electric wheelchairs, oxygen, etc.) before the visit is allowed.

To arrange a visit if you have a mobility challenge

Once approved to visit, and once any special equipment has been pre-approved, call the SCC Visiting Supervisor at (253) 588-5281, ext. 1872 or ext. 1863, between Monday and Friday, 7:00 am to 3:00 pm.

Call at least 72 hours before your planned visit. Leave a message if the Visiting Supervisor is not available to take your call.

Be prepared to provide:

1. Your name,
2. The name of the resident you will be visiting,
3. The day you wish to visit (see schedules),
4. Any kind of special equipment for which you have been approved,
5. The name of your personal aide (if needed),
6. The names and ages of approved minor children who will be coming with you.

Transportation for visitors with a mobility challenge

The SCC has a specially equipped, handicap-accessible van for the use of disabled persons.

- The van is currently operated only on Saturdays and Sundays and must be scheduled in advance.
- Because of limited seating, the first to apply will have priority.

- Once scheduled, if you must cancel your visit, please call the Visiting Supervisor. Perhaps there will be time for someone else to be contacted and use that seat.
- On a case-by-case basis, visitors may make a special request for handicap –accessible van transportation outside of its current Saturday and Sunday schedule.
 - The request must be made 15-calender days in advance of desired visit date
 - The SCC Associate Superintendent or designee will review the request, transportation schedules and resources to determine if the request can be accommodated.
 - The visitor making the request will be notified within 10-calender days of making the request whether or not it will be supported.

For all visitors: “Where do I go on the day of the visit?”

You go to the Western State Hospital depot parking lot...

By bus:

Pierce County Transit Line buses have southbound loading zones on Pacific Avenue in downtown Tacoma.

1. Take the bus to the corner of Steilacoom Boulevard SW and Far West Drive. This will place you at the west end of Western State Hospital grounds across from the Chevron Market/gas station.
2. Walk inside the fence north along Sentinel, heading toward the parking lot behind the baseball/soccer fields.
3. At the parking lot, turn right on Settler (east) to the bus depot.

If traveling by car:

From the NORTH on I-5

1. Heading south, drive past the Tacoma Dome and Tacoma Mall turn right at the next exit, (exit 129/74th Street).
2. At the light at the end of the exit ramp, turn right (west) onto 74th Street.
3. You will cross South Tacoma Way, Lakewood Blvd & Orchard, and Bridgeport Way. NOTE: After two miles, 74th Street changes name to Custer Road SW.
4. Turn right onto 88th Street SW, 88th changes name to Steilacoom Boulevard SW.
5. Follow Steilacoom Boulevard SW past Western State Hospital.
6. At the first stop past WSH, turn right at the Chevron (gas) Market onto Sentinel.
7. Go down Sentinel to a gate on your right (Steilacoom High is on your left).
8. Turn right into the gate, Settler St., and then left into the WSH bus depot parking lot.
9. Park in any un-reserved spot. Do not use parking marked MICC STAFF ONLY.

10. Walk to the bus depot at the far end of the lot. The depot is white with blue trim.
11. Enter the depot and register.

From the SOUTH on I-5

1. Driving north, take exit 119 (Steilacoom-DuPont Road/Fort Lewis exit.).
2. At the light at the end of the off-ramp, turn left over the freeway.
3. At the "T" intersection, turn right.
4. Follow this road, which will take you to Steilacoom.
5. In Steilacoom, turn right on Rainier.
6. Rainier winds, making a sharp right and a sharp left, changing names and becoming Steilacoom Boulevard, which continues up hill to a lighted intersection with a Chevron Market/gas station on the left corner.
7. At the intersection, make a left turn onto Sentinel.
8. Proceed down Sentinel to the gate on your right, Settler St. (you will see Steilacoom High School on your left).
9. Turn right into the gate and then left into the WSH bus depot parking lot.
10. Park in any un-reserved spot. Do not use parking marked MICC STAFF ONLY.
11. Walk to the bus depot at the far end of the lot. The depot is white with blue trim.
12. Enter the depot and register.

On the day you visit - *Check in and transportation*

Visitors are not allowed to board the bus or travel to McNeil Island unless they have processed in through the SCC staff at the WSH depot.

- You must arrive at the Western State Hospital depot no earlier than 7:00am for a day visit. For a Sunday evening visit, you must arrive no earlier than 3:30pm.
If you arrive earlier, you may be asked to leave and return at the proper time.
- To allow time for processing, you must check in at the depot no later than:
8:10am for regular visiting in order to catch the 8:45 ferry.
- Or no later than 9:15am for the 10:00 boat.
- Or no later than 4:15pm for Sunday evening visiting.
- If you arrive at the WSH depot and park in the lot provided, you will be asked to lock all belongings that are not authorized to bring to McNeil Island, in your vehicle. Visiting lockers at the depot are reserved for those who utilize the transit system.

Handicapped visitors must check in no later than 8:30 am on Saturdays and Sundays to travel on the 9:30 barge.

May I just park near the dock?

Sorry, you may not park at the Steilacoom dock.

You must check in at the depot at Western State Hospital and you must take the bus to and from the depot.

Stowing things

Unauthorized items (purses, keys, cameras, radios, tape recorders, cell phones, etc.) should be left at home or locked in the trunk of your vehicle. If you forget, coin-operated lockers are available at the bus depot.

Checking In (visitor registration)

You must completely and legibly fill out the sign-in sheet at the depot. You may not bring others with you who are not approved to visit on that day. You must provide *proper photo identification* (see page 10 for additional details).

On the bus

During transport, you must use only the front entrance door of the bus/van and you must remain seated until the driver has given permission for you to disembark.

On the boat

- You must wait until instructed to board the boat.
- You must sit in the assigned area and remain seated until instructed to disembark.
- Passengers are not allowed to lie down on, or place their feet on the seats/benches.

Safety and security rules and guidelines***All visitors are subject to safety and security measures.***

- Intoxicants, narcotics, dangerous drugs, firearms, explosives, weapons of any type, and items identified as a safety / security risk are prohibited.
- Visitors are subject to search if suspected of concealing or bringing any item other than what is authorized in this guide into the facility without approval.
- Suspicion of criminal activity may result in other searches and possible reporting to law enforcement officials.

You are subject to search

- Before your first visit you must sign the "Acknowledgement of Visitor Search Requirements" form.
- For safety, the SCC and the Department of Corrections staff routinely conduct searches of visitors.
- Visitors may be asked to pass through an electronic scanner before proceeding to the visiting area.

Visitors with pacemakers must notify the visiting staff upon arrival at the WSH depot and Steilacoom dock and before being processed through the scanner.

Electronic searches are routine, but you may also be searched using the following methods if there is suspicion that you are transporting contraband.

What may be searched?

You, any container you may be carrying, (a purse, diaper bag, etc.), your vehicle, and your locker at Western State Hospital.

Search methods may include:

Visual Inspection - Canine search - Pat / Frisk search - Strip Search (if criminal activity is clearly suspected)

If you refuse to comply with a search, you will be escorted immediately from the grounds and you will lose your visiting privilege until a review is completed.

On the day of the visit – Property and Dress Rules

You must have picture identification

Acceptable forms of identification are any ONE of these:

- Photo driver's license or state ID card (*any US state/territory*)
- Passport
- Military picture identification card
- Federal agency identification card
- Alien Registration Receipt card
- Tribal identification

You may bring:

Baby supplies if authorized to bring a child to SCC

- One diaper bag, which may contain two clear plastic baby bottles holding water, juice, milk, or formula. *Visitors must bring the original liquids or formula containers and transfer these items in front of staff to the baby bottle.*
- Six disposable diapers,
- One *unopened container of baby food* in the original package and a plastic container with a lid for transferring the baby food;
- One baby blanket (not quilted),
- One extra set of baby clothes;
- One pacifier or teething ring (not liquid filled).

Medication

Visitors may bring only prescription medication. Non-life threatening medication will be carried to the Island by visiting staff and kept at the desk until needed.

The medication must:

1. Be in the original pharmacy container, it may not be in any other container other than how it was received from the pharmacy.
2. Bear the imprinted name of the visitor.
3. Be current,
4. Have dosage instructions, and
5. Be only enough to last through the visit.

Property and money

- \$15.00 in one or five dollar bills and / or some combination of change made up of 5, 10 and 25 cent coins (no pennies, dollar or half-dollar coins). *You may bring an additional \$5.00 for each authorized child with you.*
- One clear plastic baggie or coin purse to contain the money.
- One unopened pack of cigarettes
- One umbrella
- One key on a single key ring, with or without a car alarm or remote entry device.
- One wrist watch
- One wedding ring set and one other ring
- One religious medallion(on a chain)
- Two pair of earrings
- Two bracelets
- One nose ring or stud
- One necklace

Clothing worn on the day of the visit

We wish all visitors to enjoy a non-offensive, family-oriented environment, and expect visitors to dress conservatively. To speed processing and ensure safety and security, we limit the kinds of clothing a visitor may wear.

Failure to follow these rules will result in denial of a visit.

General dress

1. **Male** residents and male visitors must be clothed in pants that extend below the knee when seated, socks, shoes, and shirts with all buttons and zippers appropriately fastened. Shorts and tank tops are not permitted. Shoes must be worn at all times; footgear such as thongs and flip-flops are not acceptable.

2. **Female** residents and female visitors must be clothed in a combination of pants that extend below the knee when seated, or skirts with tops, or dresses. Skirts/dresses must not be shorter than knee length. All female visitors will wear brassieres. Shoes must be worn at all times; footwear such as thongs and flip-flops are not acceptable.
3. **Minors** visiting SCC between the ages of 4-17, will at a minimum be clothed in pants that extend below the knees when seated, a tee-shirt or shirt providing equal coverage as a tee-shirt, socks and shoes. Footgear such as thongs and flip-flops are not acceptable. Dresses and skirts are not allowed.
4. **Minors** visiting SCC between the ages of birth and 3, at a minimum will be clothed from neck to knee. At no time shall they be in a state of public undress. The nursing of children and/or the removal of clothing and the changing of diapers must be done in a private place away from view of any residents. Upon request, visiting room staff will make a private space available for these purposes.
5. All clothing must be clean and in good repair. Buttons, zippers and closures must be fastened to the degree necessary to maintain modesty.
6. Socks, stockings or pantyhose must be worn.
7. Male visitors must wear full-length pants and sleeved shirts.
8. Female visitors must wear socially conservative, full-length pants or knee length skirts or culottes.
9. Visitors will not wear clothing that is difficult to search (for example; numerous pockets, heavy padding, multiple layers, excessively tight clothing).
10. Provocative or suggestive clothing are not permitted, this includes Clothing that states or depicts:
 - a. Sexual behavior or innuendo
 - b. Aggressive or violent behavior
 - c. Frightening / death related subjects such as skulls, bones, blood, body parts, or carnage
 - d. Alcohol or illegal drug use including names of alcoholic beverages, or images of illegal substances such as marijuana leaves
 - e. See through clothing
 - f. Logos of any federal / state / local government agencies (small pin-on item exempt)
 - g. Images of firearms or knives

- h. Anything reflecting unlawful behavior
- i. Racist or sexist innuendoes
- j. Religious statements (small symbols such as a Cross, Star of David, or a pentagon are exempt)
- k. Political statements

Clothing which is not allowed for wear at SCC

- Items with holes, rip, or tears.
- Provocative, revealing or high-/low-cut clothing or clothing which reveals undergarments, cleavage, exposes the thighs, back or midriff.
- Shorts, "cut-offs."
- Culottes or skirts shorter than two inches above the knee.
- Wrap-around skirts or dresses.
- Dresses/skirts with slits extending above the knee.
- Tank tops, sleeveless tops or shirts, halter-tops.
- Thongs ("flip-flops"), shower shoes, quilted snow/foul weather shoes/boots.
- Sheer, transparent or mesh fabrics (other than hose).
- Stirrup pants.
- Clothing with words or pictures about obscenity, alcohol, drugs, or sex.
- Camouflage clothing.
- Bibbed attire (overalls and the like).
- Money belts or compartmented belts.
- Excessive jewelry or non-searchable jewelry styles.
- Headbands or excessive hair ornamentation.

Food

Food is available for purchase from vending machines for consumption during visits. Food purchased from the vending machines may be shared with members of the visiting party and with the resident him or herself.

No other food products may be brought to the SCC unless the visitor has submitted a written request from a medical doctor. With a medical request visitors may only bring pre-packaged food and it cannot be shared with anyone else.

Smoking

State buildings and vehicles (boats, vans, and buses) are non-smoking. SCC visitors may not smoke until they reach the SCC facility. Smoking by visitors is only allowed in the outside visiting patio area and must be at least 25 feet away from building entrances. Cigarettes are to be un-opened packages and will be carried to the Island by visiting staff.

Visiting room procedures

SCC staff will escort you to the visiting room. An SCC staff person supervises the visiting area and has authority to direct visitors and residents and intervene where necessary to preserve order and the rules. Visiting staff may terminate a visit if a visitor does not follow rules and instructions.

Residents are searched by metal detector before and after visits and will be body-scanned following visits. Pat searches can be done for security reasons at any time. Residents are escorted from the visiting area gate to the visiting room.

Gifts, packages, and food

- Visitors may not bring gifts, packages or food to residents.
- Visitors may not exchange packages, gifts, pictures, notes, computer diskettes or memory cards, or any other item with a resident.
- Any food purchased from the available vending machines for a resident must be consumed in the visiting room.
- Visitors may take drinks and non-perishable items purchased from the vending machines with them when leaving the Island.
- Unless previously arranged through the Visiting Supervisor, a visitor may not have papers or other documents for the resident to examine or sign.

Visiting rules

SCC resident may have no more than four visitors at any single visit, plus one child under the age of 3 years. Minors must be accompanied by an adult.

1. Residents may bring a comb, watch, wedding ring, sunglasses, cigarettes (rolled – no loose tobacco), approved medallion and handkerchief to the visiting room, and may wear a belt.
2. Residents and visitors may have in their possession an asthma inhaler and/or nitroglycerine tablets.
3. Prescribed medications must have the resident / visitor's name on the label. All medications must be provided to the staff for storage, prior to admission to the VR.
4. Residents must wear their SCC ID badge at all times, picture side out and fully visible on the upper left area of the outermost garment.
5. Residents will be escorted to and from the visiting area gate to the visiting room by an SCC staff person.
6. Residents and visitors must follow the directions given by staff when going to, coming from, and while in the visiting room.

7. Residents and visitors may not wander around the visiting room to other tables. They must remain seated, except for movement to and from the vending area or restrooms.
8. Restroom use will be monitored by SCC staff.
9. Residents may interact only with their own visitors and the visiting room RRC staff.
10. Residents are permitted to embrace, kiss, and/or shake hands with their visitor only at the beginning and again at the end of the visiting period.
11. The resident and visitor may hold hands on the top of the table, keeping both hands visible during the entire visit.
12. The resident and visitor may not engage in necking or petting.
13. Residents are not allowed to hold children unless approved by written waiver to this visiting rule
14. Each visitor may bring fifteen dollars in change into the visiting room for vending machine use. Visitors may share vending machine food and drink products with the resident they are visiting.
15. Residents may not take items purchased during the visit back to the unit.
16. Residents and visitors may not exchange any items or medication.
17. Visitors are responsible for maintaining control and supervision of children brought into the visiting room.
18. Disruptive behavior may result in termination of the visit.
19. No one may place feet on the furniture.
20. Tables must be left clean-
21. Trash must be deposited in the proper receptacles.
22. After the visit, residents must cooperate with the body scan/pat search.
23. Residents may also be strip searched if reasonable suspicion of contraband exists.

Visiting schedule

The SCC visiting program operates on a standardized schedule basis in order to provide visitors with a reasonable predictability for making travel and visiting arraignments and plans.

The visiting room operates on the following schedule:

Sunday

- The 3rd Sunday of each month from 9:20am to 2:05pm is reserved for minors and chaperones, pre-scheduling is not required on this day.
- The 1st, 2nd, 4th and 5th Sunday of the month is reserved for normal visiting from 9:20am to 2:05pm
- The 1st and 3rd Sunday evenings of the month are reserved for normal visits from 5:30pm to 7:30pm

Monday

- Mondays are reserved for normal visiting from 9:20am to 2:05pm

Tuesday

- Tuesdays are reserved for normal visiting from 9:20am to 2:05pm

Wednesday

- Wednesdays are reserved for professional visiting scheduled through the Legal Coordinator's Office
- Visiting on Wednesdays is also open to **prescheduled** visits from minors and their chaperones from 9:20am to 2:05pm

Thursday

- Thursdays are reserved for professional visiting scheduled through the Legal Coordinator's Office
- Visiting on Thursdays is also open to **prescheduled** visits from minors and their chaperones from 9:20am to 2:05pm

Friday

- Fridays are reserved for normal visiting from 9:20am to 2:05pm

Saturday

- Saturdays are reserved for normal visiting from 9:20am to 2:05pm

Holiday visiting

If a holiday falls on a Wednesday or Thursday, visiting will be arranged depending on staff availability and program needs. Visiting on Wednesday and Thursday holidays is not guaranteed.

Ferry schedule

To the Island from the Steilacoom Dock

8:45am

10:00am

5:00pm (for evening visits on the 1st & 3rd Sundays of the month)

From the Island to Steilacoom

For normal visiting hours you have the option to depart on boats leaving at:

12:30pm *leaving the visiting room by 12:05*

1:30pm *leaving the visiting room by 1:05*

2:50pm *leaving the visiting room by 2:00*

Evening visits on the 1st & 3rd Sundays of the month

Visitors leave the visiting room at 7:30pm and depart on the 8:00pm ferry, later departures are not authorized.

Frequently asked questions

What if my visitor application was denied what can I do?

An application may be denied because the applicant:

- Failed to provide all required information or documents.
- Had an outstanding "want" or warrant.
- Provided false information.
- Has been convicted of a felony.
- Is a former resident of the SCC.
- Is a current or former employee of the SCC.
- Has a restraining order, which, if the visitor were approved, might cause violation of the order.
- Is a minor and not an immediate family member, adopted child or ward of the resident.
- Is listed as a visitor for another resident and has no approved waiver.
- Has a communicable disease or other health risk.
- Has been determined to be a risk to the resident's effective treatment.
- Was a victim of the resident.
- Other reasons which represent a risk to the SCC, its residents and staff.
- Participated or assisted the resident in a crime, or-is-or-has been a co-defendant of the resident

You may appeal a denial by:

- Providing complete, correct information.
- Requesting a waiver.
- The request should be addressed to the Superintendent, SCC.

The Superintendent or designee may only grant exceptions.

Waivers to allow a person to switch from visiting one resident to another are not routinely approved.

If I want to give some money to the resident I visit what can I do?

Residents of SCC may not have money in their possession. Each resident has a personal account. You may give money to the resident for his or her personal use by sending a money order or check (personal, cashiers, or traveler check) through the U.S. mail to:

DSHS - Special Commitment Center
Attn: Business Office
PO Box 88450
Steilacoom, WA 98388

How can I learn more about visiting or get a question answered?

You are expected to read and comply with SCC policy 220, *Resident Personal Visiting*. That policy and this Guide should answer most of your questions about rules, privileges, and procedures and is available for review at the visiting room desk.

You may also call the SCC Visiting Supervisor if you have special concerns or questions.

To contact the Visiting Supervisor please call: (253) 588-5281 ext. 1872 or ext. 1863, Monday through Friday, 7:00 am to 3:00 pm. If the Visiting Supervisor is not available, please leave a detailed message.

Be prepared to provide:

1. Your name and phone number for contact
2. The name of the resident you visit or want to visit.
3. The day and scheduled time you wish to visit or have a question about
4. The names and ages of any approved minors who will be coming with you.

If you find that important information is not available in this Guide, or if it contains errors, please notify the Visiting Supervisor.

We do our best to keep all information accurate and complete.

We hope you have a most pleasant visit.